

SECRET

TABLE

MAIL AND COURIER SERVICE

Daily Courier Services assumed since 31 June 1954

1. In compliance with a request from Mr. [REDACTED] Mission Division, OGD, a daily pickup of Army Atlantic Reports from the G-2 Message Center (Pentagon) for delivery to the Logistics Branch, OGD, was initiated on Monday 16 August 1954. See Inclosure #1.
2. In compliance with a verbal request (later confirmed by memorandum) from [REDACTED] of HQ/7/12/7 arrangements were made to provide for a daily pickup from the Department of State Touch Room beginning on 1 October 1954, of classified material referred to [REDACTED] for delivery to his office in J Building. See Inclosure #2.
3. On 8 October 1954, arrangements were made to extend daily mail and courier service to the Clark Committee, room 216 South Building. This service will continue until the Clark Committee survey is completed. Instructions for this service were received orally from Miss Virginia Pilgrim of the Clark Committee and confirmed at a later date by memorandum. See Inclosure #3.

25X1A9a

STATSPEC

SECRET

AUG 11 1954

Administrative Staff, Legislation Office
Attn: Chief, Mail and Courier Branch

Chief, Liaison Division, USA

Courier Service Between CIA and C-2

- REFERENCE:
- (a) Draft Copy of Internal CIA Procedure for Handling Single Copy Enclosures to Army Reports, dated 10 August 1954.
 - (b) Internal C-2 Procedure, C-2 Document Library Memorandum No. 2, dated 10 August 1954.

25X1A9a 1. In accordance with a recent telephone conversation between Mr. [REDACTED] it is requested that courier service be effected between CIA and C-2, as outlined in Reference (a), attached, commencing 15 August 1954.

2. A copy of Reference (b) is transmitted herewith for your information.

(Signed)

25X1A9a

Encls: (2) (Not attached to this study)

- 1. Ref. (a)
- 2. Ref. (b)

CONFIDENTIAL

INCL # 1 TAB C, ANNEX 1

SECRET

2 DEC 1954

copy

MEMORANDUM FOR: Chief, Mail Courier Branch

STATSPEC

SUBJECT:

Request for [REDACTED]

STATSPEC

It is hereby requested that the [REDACTED] plastic tapes of [REDACTED] broadcasts [REDACTED] be sent to us on a regular basis as they are very helpful in our work.

25X1A6a

25X1A6a

(Signed)

25X1A9a

[REDACTED]

SA/TT/CL: [REDACTED]

Distribution:

Orig & 1 - [REDACTED]

2 - SA/TT

SECRET

INCL # 2 TAB C, ANNEX 1

CONFIDENTIAL

23 NOV 1954

Chief, Mail and Courier Branch
Rm. 1150 Que Bldg.
Assistant Director, Office of Operations
Mail and Courier Service

C
O
P
Y

1. It is requested that such daily mail and courier service be provided the Clark Committee, 216 South Building, as is necessary.

(Signed)


Assistant Director
Office of Operations

25X1A9a

CONFIDENTIAL

INCL # 3 TAB C, ANNEX 1